

Grant Proposal for Idaho Millennium Funds

I. Executive Summary

Date: October 10, 2008

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Purpose of Funding Request:

The purpose of this request for funding is to support the development and supervision of 50 new mentoring relationships for children ages 6-18. Big Brothers Big Sisters currently operates in Ada and Canyon Counties matching volunteer adult mentors one-to-one with a child. Children served typically live in one or more at-risk family situations: low income; one or both parents are incarcerated or it is a single parent family. In 2008, Big Brothers Big Sisters will serve 924 children.

Big Brothers Big Sisters is a preventive program. Without a positive adult role model demonstrating healthy lifestyles, these youth are at greater risk than their peers for developing the same behaviors they witness in their homes. These are the children BBBS will serve with funds from the Idaho Millennium Fund.

Mentoring works to transform lives and prevent risky behaviors. Big Brothers Big Sisters has long been the leader in behavioral outcome measurement of each mentoring relationship. They produce annual outcome evaluations for every participant for behaviors ranging from avoidance of substance abuse to improvement of self esteem to academic performance. Additionally, Big Brothers Big Sisters staff supervises and supports each child, volunteer and family and provides support on a monthly basis to provide help in strengthening each relationship. BBBS surveys indicate that when a child is matched one-to-one with an adult mentor, they are 46% less likely than their non-mentored peers to begin using drugs and alcohol.(Public/Private Ventures 1993).

Locally, the 2008 Program Outcome Evaluation survey indicated that 57% of youth enrolled in the Big Brothers Big Sisters program were able to avoid substance abuse, including tobacco, because of their relationship with their mentor. (BBBS of Southwest Idaho 2008)

Following standard protocol of the BBBS program, volunteers receive orientation and training conducted by staff prior to being matched with a child. At this training, they are reminded that if they are a smoker or a drinker, they must never consume either substance in the presence of their “Little”. This training currently contains limited information about how a volunteer “Big” should respond to questions from their “Little” regarding use of unhealthy substances or to a revelation that the “Little” is smoking, drinking or drug use. If funded, BBBS will develop and add a training component to the volunteer orientation which specifically addresses counseling against tobacco use. They will measure two separate 25 member groups: 25 matches funded by the project who have completed the additional orientation about tobacco use and 25 matches funded by the project who did not complete the additional orientation about tobacco use. This will help BBBS determine if that element effects an increase in the percentage of youth who report increased resistance to tobacco use attributable to their relationship with their mentor.

Total Project Budget: \$ 145,230

Amount Requested: \$ 50,000

II. Proposal

A. Organizational Background

Big Brothers Big Sisters is *“To help children reach their potential through professionally supported one to one relationships with measurable outcomes.”*

For nearly thirty years, Big Brothers Big Sisters of Southwest Idaho (BBBS) has professionally supported thousands of one-to-one relationships between volunteer mentors and youth lacking developmental assets such as resistance skills, self regulation, family support, scholastic motivation, healthy peer relationships, and self esteem with programs designed to help children mature into healthy, confident, competent and caring individuals.

BBBS of Southwest Idaho has been repeatedly recognized by its peer agencies and its national parent organization. As a result of its carefully considered and executed mentorship programs, BBBS of Southwest Idaho has twice been selected from over 450 affiliates to act as a pilot agency for and to provide feedback on significant overhauls of BBBS operational procedures intended to increase the efficiency and effectiveness of nationwide mentorship programs.

Besides quality mentoring, BBBS is well known for their ability to measure program outcomes effectively and adjust program design to create the greatest impact on each child’s life.

BBBS operates three types of programs for which there is no fee charged to families.

Volunteer mentors pay for the cost of their Criminal Background and DMV reports. The same level and quality of support is provided in all of the program options. Each volunteer and child’s family determine which program best fits their needs. The three programs are:

- The Community program operates in Boise, Meridian, Nampa and Caldwell. In this program, the matched pair enjoys community activities and may do activities such as fishing, playing basketball, cooking together, art projects, a trip to the library or a bike ride. The Match meets 2-3 times per month.
- The School-Based program occurs only at the school site of the Little Brother or Sister. The match meets weekly for the duration of the school year and can participate in playground activities, work in the computer lab, do schoolwork, play board games or enjoy craft activities. BBBS serves 11 schools in the Boise, Meridian and Kuna School Districts.

- The Site-Based program occurs only at area recreational facilities. Activities include those that are specific to each facility. Participants choose among the following sites: Caldwell, Boise Downtown and West Family YMCAs; Nampa, Meridian and Garden City Boys & Girls Clubs. They meet on alternate weeks.

B. Organization Leadership

Big Brothers Big Sisters Board of Directors

Joe Borton	Chairman of the Board, Executive Committee
Andy Fujimoto	Vice-President, Executive Committee
Patrick Wiese	Secretary, Executive Committee
Jeff Hancock	Treasurer, Executive Committee, Finance Committee
Gerry Mattison	Board Member, Finance Committee
Stacy Pearson	Board Member, Finance Committee
Lisa DeDapper	CEO BBBS, Executive Committee, Finance Committee
Gary Raney	Board Member, Past Chairman of the Board
Mike Clausen	Board Member
Katrina Goodrich	Board Member
John Grizzaffi	Board Member
Ange Keskey	Board Member
Larry Koomler	Board Member
C Lloyd Mahaffey	Board Member
Kevin McDonald	Board Member
Teresa Poppen	Board Member
Mike Reynoldson	Board Member

Big Brothers Big Sisters Staff

Lisa DeDapper	Chief Executive Officer
Melissa Thomsen	VP of Programs /oversight of all program staff and Program Operations. Will oversee this tobacco prevention program.
Jenny Sarault	VP of Development /oversight of all Fund Development efforts to ensure sustainability of this project
Brett Schnebly	Director of Special Events /oversight of three annual agency fundraising events
Angelina Briggs	Enrollment and Matching Specialist : interviews volunteers, children and parents/caretakers: matches children with volunteers.
Becky Anderson	Office Manager : will manage data collection for project.

Match Support Specialists: Provide ongoing training and support to assigned matches:

Amanda Neibur
Christine Tumanjan
Jamie Van
Grant Munyon
Paige Whipps
Kyle Patterson

Big Brothers Big Sisters 2008 Budget
Income

Contributions Income

Individual Giving	87100
Corporate Giving	44000
Foundation/Trust	51000
Comb. Fed Campaign	3200
United Way	95000

Total Contributions 280300

Grants

BBBSA	38975
ID State Dept of Ed	
Micron Foundation	15000
Ada County Sheriff	

Total Grants 129975

Fundraising

Bowl for Kids Sake	72500
Idaho Golf Classic	225000
Albertsons Charity Cards	
Magical Moments	125,000

Total Fundraising 423000

Interest/Investment Income 3000

Total Income 836275

Expenses

Wages and Benefits

Gross Wages	439,778
Bonus	0
Payroll Taxes	36,500
Health/Dental	52,000
Retirement	5,000

Total Payroll Expense 533,278

Employee Related

Employee Recruiting	400
Bank Service Charges	3400
Contract Labor	0
Donor Appreciation	1000
Dues and Subscriptions	16000
Equipment Maintenance	100
Equipment Purchase	300

Total Employee Related 21200

Fundraising Expense

Bowl For Kids Sake	9772
Idaho Golf Classic	70000
Annual Campaign	1000
Magical Moments	25000

Total Fundraising Expense		105772
Insurance		
	Professional Liability	24000
	Property Insurance	550
Total Insurance		24,550
Operational Expense		
	Interest Expense	200
	Janitorial	0
	Marketing	5,000
	Payroll expense	400
	Office Supplies	9,000
	Postage and Delivery	4,500
	Printing and Publishing	1,500
	Prizes and Awards	0
	Professional Fees	18,060
	Scholarships	0
	Rent	53,304
	Repairs	500
	Telephone	6,000
	Training, Conf., Meetings.	
	Travel and Entertainment	
	Local Travel	10,000
	Recruitment	0
Total Operational Expense		111,464
Return to Reserves		40,000
Total Expense	836264	
Net Income		11

Description of Current Sources of Funding

Current Sources of Funding are a mix in the following proportions:

30% Corporations and Foundations

29% Special Events

15% Contributions

10% United Way

6% Major Gifts

5% Government

4% Wills and Bequests

1% Investments

B. Purpose of the Request: Goals and Outcomes

With this funding, BBBS will address smoking prevention among youth who are mentored in the Big Brothers Big Sisters program. The purpose is to increase the number of program participants who indicate via annual survey that they are better able to avoid tobacco use because of the relationship with their mentor.

Short Term Objectives:

1. To develop a pilot training module for 25 of 50 new mentors which addresses communicating prevention of tobacco use of youth participants.
2. Measure the impact of the additional training on youths' ability to avoid substance abuse vs the group who did not receive the additional training.
3. Based on findings, adjust or modify the pilot training model to better achieve the goal of preventing tobacco use.
4. After first year of using pilot training module, the number of BBBS youth who report they are better able to avoid use of tobacco because of their mentor will increase from 57% to 75%.

Long Term Objective:

1. The number of BBBS youth who report they are better able to avoid use of tobacco because of their mentor will increase to 100%.

C. Organizational Capacity

Big Brothers Big Sisters is well equipped to manage this youth smoking prevention pilot program. As one affiliate among 450 Big Brothers Big Sisters agencies in America, the agency operates efficiently and effectively by following protocols designed to ensure child safety, strong relationships and excellent customer service. It is critical to the success of the local as well as the larger organization that best practices are used by each agency.

These best practices include, among many other elements, a well defined mentor orientation process and detailed ongoing measurement of behavioral outcomes for each child enrolled in the Big Brothers Big Sisters program. This proposal to add a smoking prevention element to existing mentor training and to measure youth behavior builds on protocols already firmly in place in this organization.

The team managing this project includes Melissa Thomsen, the Vice President of Programs and a five year veteran of BBBS. Other key staff participants participating in this project are: Jamie Van, Match Support Specialist and program supervisor, who has served BBBS for three years, and Angelina Briggs, an Enrollment and Matching Specialist who has served BBBS for three years. Lisa DeDapper, CEO, will oversee grant administration. She has served as CEO of Big Brothers Big Sisters of Southwest Idaho for three years and was employed in executive leadership positions at the Downtown Family YMCA in Boise for ten years prior to her current position.

Volunteers who are participating in this program are male and female adults from local communities who have enrolled to be Big Brother or Big Sisters. The volunteers are people of all ages (over 18) living across the Treasure Valley from various professions and contributing various life experiences.

The application process includes a detailed interview, written application, personal references, Motor Vehicle Record Report and a multi-state criminal background report. Upon acceptance into the BBBS program, volunteers each receive orientation and training. Upon receipt of funding for this project, the first 50 volunteers attending mentor orientation will be the participants in this project. 25 will participate in the additional smoking prevention training module and 25 will not receive the additional smoking prevention training module.

Because the target population for smoking prevention is youth participants in the BBBS program, there is no representation among that group on the Board of Directors. The Board of Directors currently has four members who are currently or were long-time volunteer mentors in this program.

D. Process

<u>Task</u>	<u>Due Date</u>	<u>Person</u>
Develop pilot training module	9/1/2009	Melissa Thomsen
Add to mentor training	9/15/2009	Angelina Briggs, Jamie Van
Monthly match support begins	10/15/2009	Match Support Team
Quarterly Match Support	5/15/2009	Match Support Team
Annual Outcomes Survey	9/15/2010*	Match Support Team
Create Report of Results	11/1/2010	Melissa Thomsen

* Behavioral Outcome surveys are conducted annually, so these surveys will take place on the match anniversary dates of the 50 matches in the pilot project.

On a monthly basis for the first six weeks and then quarterly thereafter, by contacting each mentor, youth and parent or caretaker, the Match Support Specialist will provide supervision and support. During those contacts, match support specialist will inquire about the mentor's opportunities to discuss avoidance of smoking with the youth they mentor.

E. Evaluation

Big Brothers Big Sisters' best practices include annual measurement of a series of 21 behavioral outcomes. This occurs on a rolling basis directly related to the date the Match was made. Parents and Mentors are asked to describe how the child has changed in each of these behaviors using the following scale: Much Worse; a Little Worse; No change; A Little Better; Much Better. The three general categories into which behaviors fall are Competence, Caring and Confidence. This project will require the addition of one Competency: avoiding use of tobacco, which will be asked of all 50 participants in this project.

The agency sets annual goals to improve the cumulative scores of program participants and works to provide the individual support to matches needed to achieve improvements in specific areas of concern.

For this program, based on results of the annual behavioral outcomes measurement of the 25 youth whose mentors received the additional orientation material about avoiding tobacco use as opposed to those who did not receive the orientation, BBBS will either continue with the training or re-design the material to achieve the desired results.

F. Sustainability

It is imperative to BBBS that they obtain the resources necessary to allow each match to continue their relationship when funding for this project ends. If the project is successful and outcome measurements indicate that youth enrolled in BBBS are better able to avoid use of tobacco because they have a mentor, the organization will keep the funded training element in the curriculum of the mentor training. To allow the fifty matches participating in this pilot orientation program to continue to meet, BBBS will raise \$50,000 over the life of the grant in order to ensure the funding will be available to allow those 50 matches to continue into the next year.

G. Project Budget

Position Title	Staff Time	Millennium Fund	Other Funding Sources			Total
			Big Brothers Big Sisters			
Vice President of Programs	0.15	6,750	38,250			45,000
Enrollment & Matching Specialist	0.25	6,750	20,250			27,000
Match Support Specialist	1.00	25,170				25,170
Office Manager	0.10	2,200	19,800			22,000
Benefits		9,130	18,100			27,230
6.						0
7.						0
TOTAL	1.50	50,000	96,400	0	0	146,400

Project Budget

Other Funding Sources

	Millennium Fund	Big Brothers Big Sisters				TOTAL
Personnel Costs						
Salaries	40,870	78,300				119,170
Benefits	9,130	18,100				27,230
Total Personnel Costs	50,000	96,400	0	0	0	146,400
Operating Expenditures						
1.						0
2.						0
3.						0
4.						0
5.						0
6.						0
7.						0
8.						0
9.						0
10.						0
Total Operating Expenditures	0	0	0	0	0	0
Capital Outlay						
1.						0
2.						0
3.						0
4.						0
5.						0
6.						0
7.						0
Total Capital Outlay	0	0	0	0	0	0
Trustee Benefit Payments						
Total T/B Payments						0
TOTAL BUDGET	50,000	96,400	0	0	0	146,400
% TOTAL	34.2%	65.8%	0.0%	0.0%	0.0%	100.0%